UTEP College of Health Sciences

Students who have below a 2.0 GPA who wish to return to UTEP must apply for reinstatement. The Lead Academic Advisor in the College of Health Sciences will meet with students who follow the below instructions and determine if they will be granted reinstatement. Reinstatement is only available for Fall and Spring semesters; there is no reinstatement to start courses in Summer semester.

**Instructions to Petition for Reinstatement** – Changes due to recent developments of COVID-19

1. Write a letter to request reinstatement. Make sure the letter includes the following points:
   a. Detail the issues you faced that contributed to your academic difficulties
   b. Discuss steps you have taken to ensure academic success if reinstated to UTEP
   c. Note the major you wish to pursue if reinstated to UTEP (may be your current major, or you may wish to change once you return to good academic standing)
   d. Your name and UTEP student ID number
   e. Your signature (name, student ID number, phone number)

2. **Email** the following documents to Deyna Aragon dcaragon@utep.edu. The Student Support Center staff is currently working remotely, we are not in the office. **Please do not** visit our office to drop off your documentation.
   a. Your typed and signed letter (the signature should simply include your name and student ID so that I may review you file)
   b. Any unofficial transcripts reflecting any coursework you have completed (or are currently attempting) since you last attended UTEP – this can also be screen shots of your unofficial transcripts.

3. When you email Deyna Aragon dcaragon@utep.edu your documents, you will be contact by the Student Support Center administrative secretary to set up an email, online video conference or over the phone appointment. Please be sure to include your phone number and email in the information you send, so that we may contact you in a timely manner.

**The deadline for reinstatement for the Fall 2020 semester is August 15, 2020.**